

UNNAPROVED

EMPLOYEE RELATIONS COMMITTEE MINUTES

May 7, 2009

The Employee Relations Committee of the Grant County Board of Supervisors met in the Grant County Administration Building, Room 266, Lancaster, WI, on Thursday, May 7, 2009 at 10:00 a.m.

The meeting was called to order by Chair, Maynard Behncke. Larry Wolf, seconded by John Patcle, moved that the meeting was in compliance with the open meeting law. Motion carried unanimously.

The roll was called and a quorum was present. The following committee members were present: Maynard Behncke, Tony Runde, Robert Keeney, Larry Wolf and Lester Jantzen. Also in attendance were County Board Chair John Patcle and Personnel Director Joyce Roling. Jeff Kindrai, Keith Govier, and Jack Johnson attended a portion of the meeting.

Tony Runde, seconded by Lester Jantzen, moved to approve the agenda. Motion carried unanimously.

Robert Keeney, seconded by John Patcle, moved to approve the April 2, 2009 minutes with corrections. Motion carried unanimously.

Orchard Manor Request

Orchard Manor is requesting that the Director of Human Resources at Orchard Manor Job title be changed to Director of Employee Services/Quality Assurance to better reflect the actual job duties being done. The Orchard Manor Committee has recommended this for approval.

After discussion, the committee wants to make sure that continued monitoring of quality in and around the facility will occur and this position continue to be proactive in minimizing risk of error or violations. Joyce stated she will make sure this is clearly written in the job description.

Tony Runde, seconded by Lester Jantzen, moved to approve the request. Motion carried unanimously.

Law Enforcement Request

Sheriff Govier presented the Law Enforcement request to create 2 deputy positions partially funded through a COPS grant program for four years. The positions will be funded for the first three years through the grant, and the fourth year is funded by the county. Sheriff Govier explained that he will be proposing to the Law Enforcement Committee to set aside carryover every year so there will be money available to cover the fourth year.

Maynard Behncke, seconded by John Patcle, moved to approve the request. Motion carried unanimously.

Sheriff Govier presented the Law Enforcement request to replace a 100% Jail Administrator position with a Sergeant/Jail Administrator (55% Sergeant/45% Jail Administrator). Although this position will be overtime eligible, any overtime from this position would be reduced in other positions. The advantage of changing this position is the ability to cross train all Sergeants which allows the Sergeant on duty to handle any situations that occur in the jail, if needed.

Larry Wolf, seconded by Robert Keeney, moved to approve the request. Motion carried unanimously.

Public Health Request – Swine Flu

Health Officer, Jeff Kindrai presented a request for the County to have the ability to suspend the policy regarding the use of accumulated sick leave for probationary employees during times when there is a declared public health emergency. It is very important that employees stay home if there is a potential of having an illness, such as the swine flu, so it is not spread.

The policy states that employees on probation will not receive sick pay when they are gone during illness. However, after their probation is complete, the county will retroactively pay for that time if the employee has accumulated sick leave. This will allow employee to not to have to make the choice of coming into work when they are ill and potentially spreading their illness because they can not afford to be off work. They will be more willing to stay home when they are sick if they know they are getting paid.

After a lengthy discussion, the committee decided to keep the policy the same and look at this again if the situation worsens.

Directors Report

2010 Budget Reduction Request: Joyce Roling presented several options for reducing the budget by 5% as requested by the Finance Committee. After discussion and a couple of suggestions from the committee, Joyce was asked to forward the information to the Finance Committee.

Seminar Policy: Joyce reviewed the comments and concerns she received from the department heads regarding the seminar policy and suggested that we take our time on this and make some changes. No one wants to take away the ability of the Manager to manage and the purpose it to have general guidelines as well as to be more cognizant of the true cost of training. The county should hold the department heads accountable if they have not managed their training budget properly. The committee directed Joyce to present an amended policy at a future meeting.

PACCE: Joyce updated the committee on the Pioneer Academic Center for Community Engagement Internship Program through the University of Wisconsin,

Platteville. This program has budget money to pay the cost of an intern from UWP. In return, the student gets credit towards their degree. The Emergency Management Department as well as the Computer Committee is taking advantage of this program. Larry suggested Joyce contact the University Engineering Department to see if they have someone available to assist the Strategic Planning Committee with designing or researching the best options for facility planning.

Staffing Update

Joyce Roling discussed the staffing report for this past month. Total Grant County Employees are as follows:

Full time Benefit	281
Regular Part time Benefit	116
Part time	23
Limited term and seasonal	175
TOTAL	595

Adjournment

Larry Wolf, seconded by Lester Jantzen, moved to adjourn to June 4, 2009 at 10:00 a.m. Motion carried unanimously.